

Board of Directors' Acceptance Letter

[Your Name]

[Address]

[Letter Date]

[Recipients Name]

[Address]

[Subject: Subject of Letter] -Optional-

Dear [Recipient's Name],

I am very much pleased to let you know that I accept your offer to become a part of your company and to be one of your boards of directors. I guarantee you that I will use my experience, knowledge and expertise to help the organization. I entirely understand that my role as a board of director will entail me giving advice and making important decisions. I do know that you will decide my earnings on the day when I will sign the contract. I hope that my earnings will be near to the earnings of other board of directors. You can call me at any time as I have given you all my contact numbers. It will be a pleasure to serve your company.

Yours Sincerely,

[Your Name]

[Senders Title] -Optional-